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OC-0269-87

24 APR 1987

MEMORANDUM FOR: Associate Deputy Director for Administration

FROM:

Director of Communications

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SUBJECT:

OC Secretarial Conference

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1. The Office of Communications (OC) Secretarial Conference will be held 27-29 May 1987 at [redacted]. Your concurrence is requested for [redacted] to attend this conference. [redacted]

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2. External guest speakers, as well as Agency personnel, will address topics to carry out the "Secretaries in the Intelligence World" theme. [redacted] will receive an insight into the Office and an opportunity to interact with OC secretaries and managers. [redacted]

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3. We look forward to [redacted] participation in the conference. [redacted] Chairperson, OC Secretarial Conference Planning Committee, is the point of contact. She may be reached on [redacted]

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CONCUR:

/s/ Henry P. Mahoney/

FOIA REGISTRY

100-20

18 APR 1987

Associate Deputy Director
for Administration

Date

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SUBJECT: OC Secretarial Conference

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ORIG: OC-AMD (17 April 1987)

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